



Missouri Department of Elementary and Secondary Education

— Making a positive difference through education and service —

September 30, 2003

Dear School Administrator:



Welcome to the new listserv for district test coordinators! We plan to use this listserv to send you updates about the Missouri Assessment Program, the National Assessment of Educational Progress, statewide curriculum initiatives, and other relevant topics.

Our listserv will initially be limited to district staff members who are listed as “assessment” contacts on Screen 03 of the Core Data Collection System. However, we hope to revise the architecture soon to allow all educators who want to receive curriculum and assessment updates to join the group. Please be sure that the assessment contact information on Screen 03 for your district is current and complete, so the listserv will function effectively.

Donna Cash, administrative assistant in the curriculum/assessment unit, will send listserv memos on behalf of our staff members. While you will not be able to reply to listserv messages, you may send e-mail inquiries to Donna Cash (donna.cash@dese.mo.gov) or to the sender.



We will continue to communicate with district curriculum and assessment staff members through hard-copy letters sent via the Superintendents’ Mailbag. However, we hope that the listserv provides a more direct route for sending information to administrators who have primary responsibility for these areas.

We are certain that this listserv will help us serve district personnel better and faster. Please let me know if you have questions or concerns (sharon.schattgen@dese.mo.gov or 573/751-2625). And, watch for Dawn Maddox’s message about correcting MAP coding errors, which we will send in the near future.



Sincerely,

Sharon 

Sharon Ford Schattgen, Ph.D.
Coordinator, Curriculum and Assessment